

**NURSING HOME ADMINISTRATOR EXAMINING BOARD
ROOM 180, 1400 EAST WASHINGTON AVENUE, MADISON, WI
THURSDAY, MARCH 21, 2002
9:30 A.M.**

AGENDA

1. **CALL TO ORDER**
 - a. Declaration of Quorum
2. Adoption of Agenda
3. Approval of Minutes (12/13/01)
4. Administrative Report
 - a. Cletus Hansen, Bureau Director
 - i. Board Roster
 - ii. 2002 Meeting Dates
 - iii. To-Do List
 - iv. Summary Reports on Pending Court Cases, Disciplinary Cases and Administrative Rules
 - v. Monthly Press Releases
 - vi. Reorganization of the Department
 - vii. To-Pass Folder
5. Legislative Update
 - a. AB 427, Requirements that Apply to a Person Taking the Examination for a Nursing Home Administrator License
6. Administrative Rules Update
 - a. Discussion of the Need for Future Rule Changes
7. Examination Issues
 - a. Revised NHA "Information to Candidates" Handbook
8. Approval of Continuing Education Courses
 - a. Michael R. Klatt (BellePlaine MN)
 - b. Jennifer J. Peterson Albers (Springfield IL)
9. Board Member Activity
 - a. Review of BQA Industry Advocacy Meeting
10. National Association of Boards of Examiners of Long Term Care Administrators
 - a. NAB Annual Meeting
 - b. NAB Member Survey

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11. Miscellaneous Correspondence/Information
 - a. Monthly Rule Summary of the Bureau of Quality Assurance in DHFS
 - b. Other
 12. New Business
 13. **CONVENE TO CLOSED SESSION to deliberate on cases following hearing (s. 19.85(1)(a), Stats.; to consider licensure or discipline (s. 19.85(1)(b), Stats.; to consider individual histories or disciplinary data (s. 19.85(1)(f), Stats.; and, to confer with legal counsel (s. 19.85(1)(g), Stats.**
 - a. Case Closings and Case Status Report
 - i. Review All Open Cases with DOE
 - b. Deliberation on Proposed Disciplinary Stipulations or Decisions Submitted After Preparation of Agenda, If Any
 - c. Pending Applications, If Any
 - d. Examination Issues, If Any
 - e. Monitoring Report, If Any
 14. **RECONVENE TO OPEN SESSION**
 15. Vote on Items Considered or Deliberated Upon in Closed Session, If Voting is Appropriate
 16. Other Such Items as Authorized by Law
 17. **ADJOURNMENT**
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**SCREENING PANEL
NURSING HOME ADMINISTRATORS EXAMINING BOARD
ROOM 180, 1400 EAST WASHINGTON AVENUE, MADISON, WI
THURSDAY, MARCH 21, 2002
9:00 A.M.**

1. Call Open Session to Order
2. Convene To Closed Session to consider discipline (s. 19.85(1)(B), Stats., and to consider individual histories or disciplinary data (s. 19.85(1)(f), Stats.
 - a. Screen complaints received from the public against credential holders. The panel consists of two Board members and Department Staff.
3. Reconvene to Open Session
4. Vote on Items Considered or Deliberated Upon In Closed Session
5. Adjournment